

## **Solving the Mystery of Cost Sharing**

### Workshop Description

What is cost sharing? What is unallowable and allowable as cost sharing? What is the difference between mandatory and voluntary cost sharing? If cost share is approved, how will it affect the project once it is awarded? What is OSPs policy on cost sharing? These are some of the questions that will be answered by this workshop facilitated by OSP Pre Award and Post Award Staff. Individuals that are involved in the proposal process and project management will find this workshop useful. (1.5-2 hours)

\* Required for Research Administration Certificate Program

### Workshop Assumptions

1. Participants should have responsibilities in the administration of sponsored research projects.

### Workshop Objectives

1. Provide an overview of cost sharing and the various types of cost sharing
2. Provide information on procedures for obtaining approval for cost sharing
3. Highlight cost share in regards to budgeting, policy, monitoring, documentation, and common problems
4. Provide two cost sharing examples that illustrate how cost sharing accounts are created and tracked for compliance with corresponding Cost Sharing Request Form A's

### Instructional Outcomes

1. Participants will be aware of costs that cannot be cost shared
2. Participants will know the process of obtaining permission to cost share when cost share is not mandatory.
3. Participants should have an understanding of the effects of cost sharing on a sponsored award.
4. Participants should have basic knowledge of policies and procedures regarding cost sharing.
5. Participants will have a basic understanding on how to fill out Form A.
6. Participants will be cognizant of how cost share affects the project once awarded to ensure compliance with Federal and VT policies and procedures.